



Finance and Administration Cabinet Executive Order 2008-011 Request Form

Requesting Department: 625 Department Of Highways **Record Date:** 2012-06-12

Requestor ID: JJN0026 **Requestor Name:** NANCY ALBRIGHT

Short Description: LTL Retroreflectometer Maintenance **Requestor Phone Number:** 502-564-4556

Type of Request: OTHER GOODS **New or Expanded?** No

Procurement Method: Order From Existing Contract **Cost:** 200,000.00 **Estimate/Actual?** Estimate

Is this Item a Replacement? No **If so, Asset Tag#:**

What will happen to the replaced item?

What Document is Requested? Blanket Waiver

If on Contract, Give Contract #: 1200000750

Vendor (if any): Flint Trading Inc

Purpose and Justification:

The Division of Maintenance requests a blanket waiver for FY July 1, 2012 - June 30, 2013 to purchase LTL Retroreflectometer Maintenance from current contract MA 605 1200000750 with Flint Trading Inc and to rebid/renew contracts as necessary.

The method of procurement is sole source as Flint Trading is the only authorized dealer of this brand of devices. The total amount of this contract is estimated to be \$200,000. The source of funding will be maintenance (FE01) road funds. This contract is necessary to the Department of Highways to maintain and calibrate retroreflectometers. Retroreflectometers are essential to determine the amount of reflectivity of the stripes placed on the highways by our striping contractors.

Your favorable consideration is greatly appreciated.

Should you need additional information, please contact Nancy Albright, Director, Division of Maintenance, (502) 564-4556.

Funding Source: Road

Program Code:

If Federal, Give CFDA#:

Percentage of Each Funding 100

FAC approval of a Request Form means the review required by the Executive Order has been completed, and the items or services have been authorized to begin the procurement process. Agencies must procure these items or services according to procurement policies and procedures, administrative regulations, and statutes. Special authority requests, delegations and other specific methods of procurement are not approved through this review- identifying the procurement method is for the Committee's information only. Follow normal request procedures to obtain approval for specific methods of procurement. Funding source must be in accordance to GOPM policies, regulations and statutes.

I certify by submitting this form electronically, that an original, signed by the Cabinet Secretary or authorized agency head, is maintained at the agency level. If the agency head applies an electronic approval it is not necessary to maintain the signed original on file. In addition, the agency has considered the guidance provided by Personnel Cabinet regarding the distinction between an employee and an independent contractor before making this request, where applicable.

This request approved by:

Cabinet Secretary or Authorized Agency Head

For Agency Use: